INFORMATION TECHNOLOGY ADVISORY BOARD
January 16, 2008, 10:00 a.m.
MEETING NOTES

The Information Technology Advisory Board (ITAB) met January 16, 2008, at 10:00 a.m., in Room GB111 at the Employment Security Commission (ESC) Office, in Raleigh. ESC Commissioner Harry E. Payne, Jr., presided.

The following ITAB members were present:

>   Harry E. Payne, Jr., Chair
>   Randy Barnes
>   Priscilla Dennison
>   Bill Golden
>   Lee Mandell
>   Robert Powell
>   Steve Rao (via teleconference)
>   Dan Stewart

The following ITAB members were absent:

>   Dede Ramoneda

WELCOME/INTRODUCTIONS:

Chair Harry Payne opened the meeting by welcoming the new ITAB members to the board and thanking them for their willingness to serve. The members introduced themselves to the group. The Chair reminded the members that meetings of the ITAB are public meetings and asked that everyone conduct themselves in accordance with the State Ethics Board requirements.

State Chief Information Officer (SCIO) George Bakolia introduced members of his staff.

DUTIES AND RESPONSIBILITIES:

Mr. Bakolia presented a brief summary of the history of the board, originally created by the General Assembly in 2004 in Senate Bill 991, and more recently revised by the language of House Bill 584 in 2007. He outlined the duties and responsibilities of the ITAB, saying that chief among the board's role and duties are to:

- Advise the SCIO and provide input and guidance to him on matters before the board;

- Review and comment on the State Information Technology Plan developed by the SCIO and that he is required by law to submit to the state legislature every two years;

- Review and comment on the information technology plans of the executive agencies; and

- Fulfill other duties as outlined in the board's bylaws.

Mr. Bakolia said that the responsibilities of the original ITAB created in 2004 carried over to the new board. He stressed that strong team engagement from the members is essential for it to succeed. An important change in HB 584 added two agency Chief Information Officers to the new board.

Mr. Bakolia said he had discussed with the Chair his desire to focus on one or two areas where the board could have a major impact.

Chair Payne asked the two members who served on the previous board if there were any issued remaining or anything left undone.

Mr. Mandell replied that it had been so long since the board met that there were no pressing issues.

Mr. Rao said he would like a brief update on the State CIO initiatives that had been discussed with the board previously.

Chair Payne asked if there were any key documents available that would help the new board members.

Mr. Bakolia said that the State CIO's web page (http://www.scio.state.nc.us/) contained information about all of the CIO's accomplishments for 2007 and initiatives for 2008.

He also said the state web portal is one area where he would appreciate guidance from the board. Another area is involvement in business cases where IT might be of value.

Chair Payne said the group is advisory, and must be informed and helped by the State CIO's Office, it also must remain in a position to say, "No, that's a dumb idea."

Mr. Mandell said he was pleased to hear of the new approach because one of the frustrations on the earlier board was receiving information about issues that had already been decided.

Mr. Powell said he would like for the board to discuss the operational costs, including personnel, from major IT projects. He said the board should provide some

recommendations to both the Governor and the General Assembly about initiatives to help the state hire and retain knowledgeable, skilled IT workers and managers.

Ms. Barnes agreed, and said the issue was more complex than starting salaries. It includes a number of factors.

Mr. Bakolia said that as statewide programs are put in place, it is important that qualified state personnel are able to run them.

Mr. Payne asked about the State CIO's legislative priorities.

Mr. Payne asked where the budget process stood and said it would be useful for the board to see the priorities for agency funding. Mr. Bakolia briefly outlined the process for reviewing IT expansion budget requests and said he would provide the board with a timeline for the submission of those requests.

After a general discussion, the board informally agreed that the web portal and the recruitment and retention of qualified IT personnel will be the first two areas it addresses.

BYLAWS:

The Chair said that adoption of the bylaws will be on the agenda for the next meeting.

MEETING SCHEDULE:

It was agreed by the group that the ITAB will meet at 10:00 a.m., on the third Tuesday of each month in 2008. Email will be used to inform everyone of the new meeting schedule.

OTHER ISSUES:

The Chair suggested that everyone look at the State CIO's web site to at least have a concept of the legacy study issue. He will provide everyone with information on the portal issue.

Mr. Bakolia provided copies of a reimbursement form for meeting travel expenses if anyone needed them.

ADJOURNMENT:

The meeting adjourned at 11:05 a.m. The next meeting will be Tuesday, February 19, 2008, at the Department of Health and Human Services in Raleigh.